

SES-151-87  
5 August 1987

MEMORANDUM FOR: Distribution

THROUGH: Deputy Chief, ADD/ESG/FBIS

FROM: Laird Steinberg  
System Engineering Support, GE

SUBJECT: Field Bureau Automation ERB Meeting Report

1. An FBA Engineering Review Board was held on 4 August 1987 at 1300. See Attachment A for the list of attendees. See Attachment B for the agenda.

2. [ ] opened the meeting and reviewed the minutes from the last FBA ERB meeting.

STAT

a. The following correction is required to paragraph 4.e. of the FBA ERB Meeting minutes of 28 July. The Bangkok bureau will have excess FORUM PCs after the installation of FBA-1, not the Panama bureau as stated.

b. The ERB commented on action item FBERB12. The Hong Kong bureau no longer has any excess FORUM PCs. The FORUM PCs are not supported by the FBA ERB or LEC. No spare parts have been provided for the FORUM PCs at Hong Kong. The FBA ERB has decided not to distribute surplus FORUM PCs to non-Far East bureaus because they are non-supported, and commercially repairable only in the Far East.

3. The ERB reviewed the action items established at the last FBA ERB meeting. See Attachment C for the action items status list.

a. A new action item resulted from the closing of DR-AU-012-87. Pinkie codes have to be counted as part of the 69 character maximum line length. Headlines must be procedurally kept to this limit. A software solution is not possible.

b. A second action item was assigned to Jim R., GE/SES to investigate the new message format for placement of FBA-1 filenames for tracking with the BFN.

c. Thirdly, an action item was assigned to Twila to respond to Okinawa's question about using government owned PCs at home. Government purchased PCs will not be used at home by contractors or employees.

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4. Twila reviewed the status of open DRs. See Attachment D for the DR Status Report.

5. The draft memorandum: Technical Memorandum of Understanding for the Automated Interfaces Between the BBC Monitoring Service and FBIS London Bureau was reviewed. This memorandum documents the planned interfaces between the modernized BBC Monitoring Service and the FBIS London Field Bureau Automation (FBA). Questions regarding the memorandum have been submitted to the ERB and will be resolved in order to finalize the document next week, 11 August.

6. Open discussion covered the following.

a. An update of the status of BACH 2.0 installation at the bureaus will be discussed next week, 11 August.

b. The DR procedures were distributed.

c. The power survey in Bangkok is complete. The installation team will arrive at the bureau 31 August.

d. The dot matrix printers which were ordered for Hong Kong have finally arrived at LEC. They will be shipped to Bk.

7. The next Field Bureau ERB is scheduled for Tuesday, 11 August at 1300.

Laird Steinberg

Attachments:

- A. FBA ERB Attendees
- B. FBA ERB Agenda
- C. FBA Action Item List
- D. DR Status Report

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a. A new action item resulted from the closing of DR-AU-012-87.

*Have to be counted*  
*Software solution is not possible and a procedural solution will have to be found.*  
~~Nick is to send Vienna a message advising them that following the Editorial Handbook will solve the problem.~~

b. A second action item was assigned to Jim R., GE/SES to investigate the format of BFN and Filenames to resolve DR-HK-901-87.

*(new message) for placement of FBA-1 Filenames for tracking with the BFN.*  
c. Thirdly, an action item was assigned to Twila to respond to Okinawa's question about using Government PCs at home. Government purchased PCs will not be used at home by contractors or employees.

*a. ... Pinkie codes have to be counted as part of the 69 character ~~format~~ ~~line~~ ~~field~~ ~~line~~ maximum line length. Headlines must be procedurally kept to this limit. A Software*

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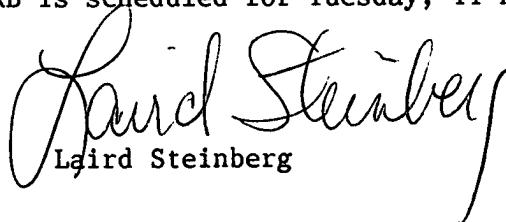
a. An update of the status of BACH <sup>2.0</sup> ~~1.0~~ installation at the bureaus will be discussed next week, 11 August.

b. The DR procedures were distributed.

c. The power survey in Bangkok is complete. The installation team arrival ~~will be the week of~~ 31 August.

~~will arrive at the bureau~~ <sup>which were ordered</sup> ~~for Hong Kong~~ <sup>They will be shipped to BK</sup> arrived at LEC. ~~There has been no resolution of the commo printer status.~~ <sup>have finally</sup>

7. The next Field Bureau ERB is scheduled for Tuesday, 11 August at 1300.

  
Laird Steinberg

Attachments:

- A. FBA ERB Attendees
- B. FBA ERB Agenda
- C. FBA Action Item List
- D. DR Status Report

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DS&T/FBIS/ESG/ADD/SES:LSteinberg:mlh/733-5936 (07AUG87)

Distribution:

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- 1 - C/HED
- 1 - C/FED
- 1 - C/PROD
- 1 - C/OPS
- 1 - SAM/PROD
- 1 - SA/OPS
- 1 - W. Pratt, COTR
- 1 - T. Forrest, Bur. Seg. Mgr.
- 1 - LEC
- 1 - GE/SES Staff
- 1 - GE/SES Chrono
- 1 - ADD Staff
- 1 - ADD Chrono
- 14 - Bureau Chiefs
- 1 - Cologne
- 3 - S & T Units

ATTACHMENT A

FBA ERB Attendees

T. Engle  
J. Racz  
S. Carpenter  
L. Steinberg  
J. Cooke  
T. Forrest  
B. Stanbridge  
J. Kalilimoku

**ATTACHMENT B**

**FBA ERB AGENDA**

- 1) Review of Minutes
- 2) Review of Action Items
- 3) Review of DR Status
  - DR-AU-005-87
  - DR-AU-009-87
  - DR-AU-010-87
  - DR-AU-012-87
  - DR-AU-014-87
  - DR-BK-901-87
  - DR-HK-901-87
- 4) Memorandum re: BBC Monitoring Service & FBIS London FBA
- 5) Open Discussion